



# Application Form for Recognition of the Intended Programme

(PLEASE FILL SEPARATE APPLICATION FORM FOR EACH INTENDED PROGRAMME TO BE RECOGNIZED)

## 1. Applicant's Information

Full Name: .....  
 ID Card No/ PP No: ..... Nationality: ..... D.O.B: .....  
 Permanent Address: ..... Atoll: ..... Island: .....  
 Current Address: ..... Atoll: ..... Island: .....  
 Mobile No: ..... E-mail: .....

## 2. Intended Programme for MQA recognition/approval

Name of the Programme: .....  
 Entry Criteria: .....  
 MNQF Level: ..... Programme Duration: ..... Study Duration of the Programme: .....  
 Programme Commencing Date: ...../...../..... Programme Ending Date: ...../...../.....

## 3. Intended HEI for MQA recognition/approval

Name of the HEI: ..... Country: .....  
 Awarding body : ..... Country: .....  
 (if different from above)  
 Ownership of the Institute: ☐ Government ☐ Private ☐ Government and Private (put a tick where appropriate)

## 4. Mode of Study

☐ Full-Time ☐ Part-Time (Duration:.....)

## 5. Delivery Modality

☐ Face to Face ☐ E-Learning (Type: .....)  
 Is the study by fully attending the HEI: YES ☐ NO ☐ (put a tick where appropriate)

## 6. Lower Secondary Education obtained

Name of the Certificate	School (Atoll/ Island)	Results (eg; 3A, 1B, 2C)	Date Obtained
1. ....	.....	.....	.....
2. ....	.....	.....	.....
3. ....	.....	.....	.....

## 7. Higher Secondary Education obtained

Name of the Certificate	School (Atoll/ Island)	Results (eg; 3A, 1B, 2C)	Date Obtained
1. ....	.....	.....	.....
2. ....	.....	.....	.....
3. ....	.....	.....	.....

## 8. Tertiary and Higher Education Qualifications obtained

Title of the Qualification	Attained University / College / Institute	Duration	Date Started	Date Completed
1. ....	.....	.....	.....	.....
2. ....	.....	.....	.....	.....
3. ....	.....	.....	.....	.....

## 9. Employment History

Total work experience in: Year(s) ..... Month(s) ..... Day(s) .....

### Current Job

Designation: ..... From: .....

Organization: .....

Contact Person: ..... Designation: ..... Contact No: .....

Ownership of the Organization: ☐ Government ☐ Private ☐ Government and Private ☐ Others  
(put a tick where appropriate)

If "OTHERS" please specify: .....

### Previous Employment History

Previous Posts	Employer	From	To
1. ....	.....	.....	.....
2. ....	.....	.....	.....
3. ....	.....	.....	.....

### Checklist - Documents to be submitted: (put a tick where appropriate)

- ☐ Original and copies of Lower Secondary and Higher Secondary, (eg: SSC, GCE (O/L), IGCSE, HSE, GCE A/L, Shahada Saanaviyya) and Tertiary and Higher Education qualifications (attested copy if submitting online.)
- ☐ Placement copy (compulsory for Doctoral degree & recommended for other qualifications.)
- ☐ Statement of intention to study by fully attending the university (for full-time Doctoral degrees only.)
- ☐ Documents showing course duration, course entry criteria and course structure.
- ☐ If the concerned qualification is Certificate 4 and above, documents of related work experience and CV (if from alternative entry).
- ☐ If the Academic programme is a distance education programme, details of examinations and assessment arrangements.
- ☐ Copy of National Identity Card.

### PLEASE ENSURE ALL THE REQUIRED DOCUMENTS ARE SUBMITTED FOR SPEEDY PROCESSING

#### **DECLARATION:**

I declare that all the information given in this application form is accurate and all the mentioned documents are submitted. I also declare that the certificate I submitted as supporting documents are genuine certificates I obtained and not forged. I agree to take the full responsibility of all the implications resulting if I submit any forged certificate on untrue information.

Name: ..... Date: ...../...../..... Sign: .....

#### **10. FOR MQA USE ONLY:**

##### **Form received by:**

Name of the staff: .....

Date: ...../...../..... Sign: .....

#### **11. If submitted from a council in atolls**

Council Name: .....

Name of the staff: .....

Date: ...../...../..... Sign: ..... Stamp: .....

PLEASE SUBMIT THIS FORM ALONG WITH ALL REQUIRED DOCUMENTS TO MQA BETWEEN 8:15 AM AND 12:00PM ON WORKING DAYS